ST JOHN’S COLLEGE
ASSEMBLY
MINUTES

For the meeting of March 18, 2014 @ 10:00 am in Room 206 St John’s College

Present: R. Coutts, J. Bouchard, D. Nemez, S. Leong, C. Navarro, J. Blanchard, C. Trott, I. Froese, K. Walters, E. Millions, J. Markstrom, A. Scott, B. Peeler (Chair), S. Peters (Secretary)

Regrets: B. Cantelo, D. McCance, B. Ferguson, D. Watt,

1. Approval of the Agenda
MOTION: That the agenda be approved as distributed.
A. Scott/J. Bouchard
CARRIED

3. Approval of the Minutes of the meeting on January 21, 2014
MOTION: That the minutes of the meeting on January 21, 2014 as distributed
C. Trott/J. Blanchard

4. Business Arising from the Minutes of the January 21, 2014 meeting
None

5. New Business
      C. Trott nominated E. Jones as the chair of Assembly for 2014-2-15. She has agreed. The chair
called for any other nominations. There were no others nominations.
      CARRIED Unanimously
      The Bursar presented the Budget for the Residence on behalf of Finance and Administration
Committee and reviewed the process for determining the residence rates. This year the rate
increase is 3.1%
      CARRIED
   c) Fellows membership - The committee will be meeting next week. The Dean of Studies needs to
know who is retiring, who is leaving, which research and junior fellows are returning.
   d) Appointment of Dean of Studies - Our current Dean of Studies has agreed to stay on for another
3 year term. C. Trott therefore nominated Brenda Cantelo to remain on. There were no other
nominations.
      CARRIED
   e) Strategic planning - The Warden and Director of Development have been fundraising in Ottawa
and Toronto, and the alumni are not clear on the identity of the College and the Strategic
Planning process is becoming more important and urgent. We need clear direction on what the
College is and where it is going.

6. Other Business
None

7. Reports
   a) Reports from College Officers

Warden
Since the last occasion to report to Assembly (although we did not meet), I have continued to move forward the projects on the theological courses taught with St Margaret’s Church and Wycliffe College, the Wilmut Lecture/Interfaith dialogue, and the Engaging Difference: Deepening Understanding for Intercultural Ministry with the Canadian Church’s Forum and the Centre for Christian Studies.

Although not directly related to my role as Warden I have also been the chair of the adjudication committee for the SSHRC panel on Aboriginal research as well as an external examiner for a doctoral dissertation at Université Laval.

We have also submitted our Strategic Resource Plan (budget) to the University. We were asked to respond to a 5% cut in our budget. Fortunately for the College the University contribution to our budget is about 23% and we were able to move a number of items from the University budget line to our own College lines. This means we will have to be more vigilant in preparing our College budget but we should be able to cover the difference.

I also undertook the following activities:

1) Represented the College at the St Paul’s Day Mass and awards ceremony at St Paul’s College (Jan 26).
2) Acted as a moderator for a session at the Political Science Students’ Association conference on the Arctic (Jan 29).
3) Jackie and I went to Toronto to meet donors on Feb 4 and 5, Edmonton on February 14, and then went to Ottawa and Kingston to meet donors on March 7 and 8.
4) I did an interview with Mike Still for an article on theological education for The Manitoban.
5) I attended the Association of Theological Schools review of the program at the University of Winnipeg.
6) I presented at our first Lunch and Lively Conversation for alumni and donors on February 20.
7) I did an interview for The Uniter (U of W student newspaper) on the role of religion in contemporary post-secondary education.
8) I participated in the first Partners meeting for the National Research Centre of the TRC.

I continue to serve on the search committee for the new University Librarian, the Board of the University of Manitoba Press, the LDM working group for the Centre for Christian Studies, the Instructional Space Management Advisory Committee. I continue to represent the College at Senate, Faculty of Arts Council, and Diocesan Council.

Dean of Studies

Dean’s Report to Assembly

March 18, 2014.

Our Soup and Bread Lecture series continues until April 2nd and we thank Erin Millions for organizing these events. As always, the lectures are free and open to all and include Ian Park’s delicious breads, vegetarian soups and salads. All lectures are in the Senior Common Room and begin at 12:30 p.m.

Feb 25 - Anthony Waterman. “St. John’s College in 1913-1914: Our Last Normal Year?”
March 12 - Agnes Pawlowska. “Intangible Cultural Heritage in Manitoba.”
April 2 - Lisa Alexandrin. “Medieval Islamic Remedies for Insomnia and Nightmares.”

Amy Scott remains our coordinator for the Brown Bag Lunch series where participants bring their lunch to a noon lecture in the Senior Common Room at 12:30 p.m. Free desserts are served.

Wednesday January 22, 2014. Monica Woods and Ricardo Soriano from the University of Manitoba Research Quality Assurance will speak on “Revisiting Quality Research.”

Tuesday February 11, 2014. Shelley Sweeney from the University of Manitoba Archives and the Truth and Reconciliation Centre, “How the Archives of the Truth and Reconciliation Commission on Indian Residential Schools will Transform the University of Manitoba.”

Wednesday March 19, 2014. Rick Jansen from the University of Manitoba Security Services and the CPTED Program will be discussing, "Security Services and Safety Initiatives at the University of Manitoba.”

The College hosted the second annual St. John's College Art Competition. The campus-wide competition was coordinated by Ian Park and the Art Committee, with juried prizes for 1st, 2nd and 3rd place. Winners were announced on February 13, 2014 at a reception in the Daily Bread Café and submissions were
showcased at the Café for the entire month of February. Thank you to Ian Park for the refreshments and to Art Committee members Nicole Goulet, Susie Fisher, and Lisa Alexandrin.

Congratulations to the three winners:
First place ($300.00): Tracy Fehr
Second place ($200.00): Jeremiah Valle
Third place ($100.00): Jesse Bergmann

On February 20th a new event, Live, Lunch and Learn, was held at the College. Alumni were invited to attend the College for a soup and sandwich lunch and to hear a guest speaker.


Our 30th Annual Marjorie Ward Lecture last week was a complete success. The award-winning travel and nature writer, Jake MacDonald, gave a lively and engaging lecture on “The University of the Open Road,” on Thursday, March 6th to an audience of approximately fifty-five people. College Fellows and invited guests joined Jake before the lecture for a gourmet dinner in the Senior Common Room and audience members were invited to a post-lecture reception in the Galleria. The food at both events was superb and we thank Ian Park and his staff from Food Services for doing such a fine job. Many other people worked behind the scenes to make the evening a success and we thank Amy Craddock, Jackie Markstrom, Jill Stafford and Elnora Wiebe for their efforts. In particular, Diana DeFoort should be recognized for her organizational skills and attention to detail. She helped to keep the whole project moving forward. Finally, thank you to all who were able to attend the Lecture.

March 20, 2014. Bach’s Birthday. To be held in the Chapel of St John the Evangelist. We will highlight local musicians who perform compositions by Johann Sebastian Bach. The concert will be followed by a reception.

4th Annual Curry Cook-off. (Date to be announced) This event has gained high acclaim between our two cooks Dr Chris Trott, Warden of St John’s College and Dr Norman Halden, Dean of Clayton H. Riddell Faculty of Environment, Earth and Resources as they go head-to-head to make the best curry. All proceeds go to the William Norton Scholarship.

April 9th. End of term barbeque. Join us outside (weather permitting) for our end of term barbeque.

April 9th. End of term reception. Plan to attend our last formal reception for the academic year which will be held in the Senior Common Room from 3:00 - 4:30.

Chaplain

Chaplain’s Report to Assembly, March 2014

Our monthly Pints & Compline service at a pub in Osborne village and our monthly Eucharists continue to go well. P&C is drawing a diverse group of students- and the occasional clergyperson- from both the U of M and the U of W. We’ve tried having a small “coffee and catechesis” group biweekly, and while students were interested and came occasionally, things are getting too busy now so we’ll wind down and try again in the fall.

This month I was involved with a documentary being developed by the National Film Board for use in high school religion classes. They filmed our Eucharist and several other events at the college. The documentary, along with short films on six other religions, will be released online in May. Students have begun coming to me to talk more regularly, which tells me that my presence at the college is becoming more known and understood. I’ve also been connecting more with international students, primarily through relationship-building, but also through a trip to Festival du Voyageur (Chinese IEP students) and a pancake supper (Japanese IEP students).

Along with the warden, John Tanner, and “the friends of the college choir”, I’m putting together a special service, “Journey into Holy Week”, for the afternoon of Palm Sunday (April 13th). It will be held at 3pm in the chapel.
We joined St Paul’s College for their Ash Wednesday service and several people from SJC went over. They welcomed us warmly as we continue to foster relationships with the chaplaincy out of SPC. Currently we’re planning a fall retreat together.

Next week, the interchaplaincy consortium will host a morning of sandwich making at university centre, putting together thousands of sandwiches for the Boys and Girls Club of Winnipeg.

**Bursar**

**Bursar’s report to Assembly, March 18, 2014**

Work in the academic hallways is essentially complete. The only thing left is some additional signage, and the completion of the built in seating located in the hallway. All of the feedback we’ve received so far has been positive. It’s a much brighter, cleaner looking space and is much easier to maintain.

Our internal accounting software has been significantly upgraded, and is now using university resources to serve, and backup our data. We have increased our users from 2 to 3, which will allow our part time student to assist Elnora with a lot of the data entry, freeing up her time to focus on more meaningful tasks. It’s been a challenge coordinating with the various and relevant departments to make this a reality, but ultimately it will be a more secure and stable environment.

Budgeting is underway, and we anticipate having it near completion by the end of April.

Discussions with IEP are ongoing regarding their use of the residence during the summer. Initial indications are that we will once again be quite full for the majority of the summer. There are still some international groups that they are working with to finalize numbers and dates, but already they have a large number of students confirmed. Actual occupancy rates are not yet known, but they will be substantial, which will hopefully once again put us in a good position entering the regular academic session.

**Dean of Residence**

No report submitted

**Development Officer**

**Development Officer Report to Assembly**

18th March, 2014

**Fundraising**

- Looks like we will raise in the region of $180,000 which is well below anticipated. To put this in perspective though the University is at about half the revenue of what it thought it would raise.
- The Fell Campaign breakdown: Overall response rate of 4.4% total raised $26,784. This is the best number we have had for a couple of years.
- Looking at potential sponsorship and foundation opportunities.

**Alumni/Stewardship**

- Continuing to call/visit with donors on a regular basis.
- Chris and I visited with alum and donors in Toronto from the 3rd February – Chris for 2 days myself to the end of the week and Ottawa on the 7th and 8th March.
- Last year we visited with a total of 14 out of town people so far this year we have met with 34.
- Upcoming trip to Vancouver at the beginning of

**Special Events**

- The new event entitled “Lunch and Lively Conversation” was very well received by Alumni/donors. Evaluations show they want this event held 4 times a year with a focus on history. The next lunch is scheduled for 3rd June, 2014.
- Bach’s Birthday – A Tribute to Retired Fellows will be held on 20th March and will feature a concert in the Chapel followed by a reception in the Cross Common Room.
• 150th Anniversary Celebrations: Bernie and I are working on the format.

**Marketing/Communications**
• Currently the upcoming issue of In Lumine will be out in April.
• Suggestions for stories/articles are appreciated.

**Staffing**
• Currently have five volunteers coming in on a regular basis.

**Misc**
• Continue to attend UofM External Relations and Donor Relations Department meetings.
• Jill and I have reviewed the year and started planning Development Office activities for 2014/21015.
• Will be doing a full programme evaluation after the 31st March, 2014

Respectfully submitted by:

Jackie Markstrom
13th March, 2014

**Librarian**

Library Report

Cathy Mudry has been away for a month recuperating from surgery. She is now back at work and feeling fine.

The Library has new tables and chairs. The new furniture cost in the range of $11,000.00 and was paid for from the UM Libraries budget. The new tables have dividers every 3 feet so that more students can be accommodated. Previously a single student might occupy a whole table once laptop, backpack, coat etc. were on the table.

The new tables and chairs also give the rooms a uniform look replacing the mixed collection of old tables and chairs. The old furniture was taken away in a timely manner by Recycling.

We are thinking about opening late during the lead up to exams but we have not finally decided whether to do that.

- Jim Blanchard
- March 13, 2014

**Registrar**

Registrar’s Report to Assembly
March 18, 2014

**Recruitment:**
- February 19 & 20: Info Days at the University of Manitoba. We had a booth in the info village. Traffic was slow in general in the info village. Students Andrew Prest, Wilson Wu, Stephanie George and Rajib Biswal helped out at the booth. The joint College session that we offered with St. Paul’s College and St. Andrew’s College was well attended on both days. We won the taste
test on the second day. Student Shin Young Park gave a wonderful presentation on the benefits of being a member of the College. She had the students laughing and was the most natural, something the students will remember which is important when thinking about University and joining a college. Much thanks to Ian and our food services team and the students who volunteered. We also had a brief information session with the students from St. John’s Ravenscourt. They loved the cookies we provided.

- March 3 – 5: Brandon Career Symposium. This year we attended the Brandon Career Symposium as a part of the University of Manitoba group. I’m not sure why this wasn’t done before. This was the best Career Symposium I have ever attended. Our booth was next to the University Residence booth which was a perfect pairing as we were there primarily to promote our Residence. Much thanks to Justin for all his work, at the Symposium. But it was very evident that we need to work on the marketing/branding of SJC, which I believe the strategic planning process will help with.

Upcoming:
- I’ve been promoting JumpStart already, as well as the Learning Community, but I am looking to step up awareness of and participation in those programs

Sherry Peters
Registrar

b) Report from Senior Stick

Senior Stick Report: March 13, 2014

• We hosted a social, in which we grossed nearly $900. At $5 a ticket, and $5 door entry, that accounts for 180 people attending (assuming everybody who bought a ticket attended the event). (February 8th, 2014)

• A couple SJCSA members (Dion Nemez, Adam Wilson), along with a couple St. John’s College staff members (Amy Craddock, Diana DeFoort) volunteered at Ronald McDonald house and prepared a meal for the families who were taking residence there. (February 20th, 2014)

• We hosted a karaoke event at Q Karaoke. We filled the room we booked. (February 28th, 2014)

• Nominations will be over for SJCSA positions on March 14th, and elections will be held March 18th. Most of the positions are filled for the coming year.

• Grad is planned and happening March 22, 2014.

c) Reports from College Committees

None

8. Adjournment
D. Nemez/S. Leong

The official copy of the minutes is signed by the Chair and Secretary and kept in the Registrar’s Office

Chair
 Secretary
 Date